

* When used as a formal contract this will be the effective date.

1. In accordance with the provisions of the basic contract F33657-97-D-2008, Special Contract Requirements H-013 entitled "Orders" and this delivery order 0008, the contractor shall provide acquisition logistic support in accordance with the attached Statement of Work (SOW) "Supply Support IPT for AC-130U Gunship (Task #2)" dated 21 February 1997 as specified below at a ceiling amount of \$86,340.81.

2. SECTION B

Item No	Supplies/Services	Quantity Purch Unit	Unit Price Total Item Amount
0001AA	SubCLIN	1	\$ 44,634.63
		LO	\$ 44,634.63

noun: ACQUISITION LOGISTICS SUPPORT
 acrn: AA nsn: N
 site codes pqa: D acp: D fob: D
 pr/mipr data: GLUUS977200036
 type contract: Y

descriptive data:

A. The contractor shall provide acquisition logistics support in accordance with the attached SOW. This SubCLIN is for an estimated 1,344 hours and is fully funded.

B. Listed below by prime/team members are the negotiated labor categories and corresponding estimated number of labor hours (for 60 days) for each category

LABOR CATEGORY	ESTIMATED HOURS
Project Manager (off site) HJ Ford	10
Admin Mgmt Assistant (off site) HJ Ford	4
Project Manager (off site) Dyncorp	30
Admin Mgmt Assistant (off site) Dyncorp	9
Project Manager (off site) Logtec	10
Admin Mgmt Assistant (off site) Logtec	4
Journeyman Logistician (off site) Dyncorp	269
Senior Logistician (on site) Dyncorp	336
Senior Logistician (on site) Logtec	336
Journeyman Logistician (on site) Dyncorp	336
TOTAL DIRECT LABOR	1,344

<u>Item No</u>	<u>Supplies/Services</u>	<u>Quantity</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
0001AB	Option SubCLIN sec class: U		
	noun: ACQUISITION LOGISTICS SUPPORT acrn: AA nsn: N site codes pqa: D acp: D fob: D pr/mipr data: GLUUS977200036 type contract: Y <u>descriptive data:</u> A. The contractor shall provide acquisition logistics support in accordance with the attached SOW. This price for this SubCLIN is \$222,330.52 for an estimated 6,656 hours and covers the period of performance from 6 May 1997 through 6 March 1998. B. The Contractor grants to the Government an option to acquire the services described in this SubCLIN at the price set forth in the schedule. The Government may exercise said option unilaterally by giving the Contractor written notice at any time on or before the expiration date of SubCLIN 0001AA C. Listed below by prime/team members are the negotiated labor categories and corresponding estimated number of labor hours (for the period of 6 May 1997 through 6 March 1998) for each category:		
	Project Manager (off site)HJ Ford	50	
	Admin Mgmt Assistant(off site) HJ Ford	18	
	Project Manager(off site) DynCorp	150	
	Admin Mgmt Assistant(off site) DynCorp	47	
	Project Manager(off site) Logtec	50	
	Admin Mgmt Assistant(off site)Logtec	18	
	Journeyman Logistician (off site)DynCorp	1,331	
	Senior Logistician(on site)DynCorp	1,664	
	Senior Logistician(on site)Logtec	1,664	
	Journeyman Logistician(on site) DynCorp	1,664	
		6,656	
	TOTAL DIRECT LABOR		

<u>Item No</u>	<u>Supplies/Services</u>	<u>Quantity</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
0002AA	SubCLIN sec class: U	1 LO	NSP NSP

noun: DATA-EXHIBIT A
acrn: AA nsn: N
site codes pqa: D acp: D fob: D
pr/mipr data: GLUUS977200036
type contract: Y

descriptive data:

The contractor shall provide data in accordance with Contract Data Requirements List (CDRL), DD Form 1423, dated 12 February 97, attached as Exhibit A. The second Status Report (CDRL A002) will be the deliverable for the end of this Phase I period. The price of this SubCLIN is included in the price of SubCLIN 0001AA above.

0003AA	SubCLIN sec class: U	1 LO	\$28,704.22 \$28,704.22
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noun: MATERIALS AND SUBCONTRACTING
acrn: AA nsn: N
site codes pqa: D acp: D fob: D
pr/mipr data: GLUUS977200036
type contract: Y

descriptive data:

The contractor shall provide materials and subcontracting required in the performance of CLINs 0001AA and 0002AA in accordance with Special Contract Requirement H-011 of the basic contract. This CLIN is fully funded.

0003AB	Option SubCLIN sec class: U
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noun: MATERIALS AND SUBCONTRACTING
acrn: AA nsn: N
site codes pqa: D acp: D fob: D
pr/mipr data: GLUUS977200036

type contract: Y

descriptive data:

The contractor shall provide materials and subcontracting required in the performance of CLINs 0001AB and 0002AB in accordance with Special Contract Requirement H-011 of the basic contract. The price for this SubCLIN is \$143,521.08. This CLIN is fully funded.

<u>Item No</u>	<u>Supplies/Services</u>	<u>Quantity</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
0004AA	SubCLIN	1	\$ 13,001.96
		LO	\$ 13,001.96

sec class: U
 noun: TRAVEL AND COMPUTER SERVICES
 acrn: AA nsn: N
 site codes pqa: D acp: D fob: D
 pr/mipr data: GLUUS977200036
 type contract: S

descriptive data:

The contractor shall provide Travel/Computer Services required in the performance of SubCLINs 0001AA and 0002AA above and pursuant to Special Contract Requirement H-011 of the basic contract entitled "Payment Provisions Materials/Computer Services/ Travel/Subcontracting". This SubCLIN is fully funded.

0004AB Option SubCLIN sec class: U

noun: TRAVEL AND COMPUTER SERVICES
 acrn: AA nsn: N
 site codes pqa: D acp: D fob: D
 pr/mipr data: GLUUS977200036
 type contract: S

descriptive data:

A. The contractor shall provide Travel/Computer Services required in the performance of SubCLINs 0001AB and 0002AB above and pursuant to Special Contract Requirement H-011 of the basic contract entitled "Payment Provisions for Materials/Computer Services/ Travel/Subcontracting". The price for this SubCLIN is \$26,707.43

B. The Contractor grants to the Government an option to acquire the services described in this SubCLIN at the price set forth in the schedule. The Government may exercise said option unilaterally by giving the Contractor written notice at any time on or before the expiration date of SubCLIN 0001AA

3. SECTION F

<u>Item No</u>	<u>Supplies Schedule Data</u>	<u>Delivery</u> <u>Quantity</u>	<u>Schedule</u> <u>Date</u>
0001AA	SubCLIN Del Sch		
	acrn: AA		
	ship to: U	1	2MAR0

Sec Class: U

descriptive data:

The period of performance shall be for two months after receipt of order.

Item No	Supplies Schedule Data	Delivery Schedule	
		Quantity	Date
0002AA	SubCLIN Del Sch acrn: AA ship to: U	1	ASREQ

descriptive data:
The period of performance shall be concurrent with SubClin 0001AA.

0003AA	SubCLIN Del Sch acrn: AA ship to: U	1	ASREQ
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descriptive data:
The period of performance shall be concurrent with SubClin 0001AA.

0004AA	SubCLIN Del Sch acrn: AA ship to: U	1	ASREQ
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descriptive data:
Period of performance shall be concurrent with SubCLIN 0001AA.

4. SECTION G

<u>ACRN</u>	<u>Acct Class data</u>	<u>Appropriation/Lmt Subhead/CPN Recip DODAAD</u>	<u>Obligation</u>
		<u>Supplemental Accounting Classification</u>	<u>Amount</u>
AA	ACCOUNT		
	UNCLASSIFIED	9770400 5600 F03000	\$86,340.81
		X67 4720 714000 070000 592IE 046404 503000	
	pr/mipr data:		
	GLUUS977200036		

descriptive data:
The fund cite appears as follows on the PR:
9770400 5600 X67 4720 714000 070000 592IE 046404 503000 F03000

A&AS Code is IE

5. SECTION H

a. In accordance with AF FAR Sup 5352.245-9000, Base Support (Jul 1992), base support will be provided by ASC/LUUL for the following items:

Office space, office furniture, access to computers and office electronic equipment, i.e. fax, printer, reproduction equipment etc.

b. In accordance with Special Access Requirements/Procedures, Atch 2 of the basic contract, DD 254 dated 14 March 1997 applies to this delivery order.

c. In accordance with Special Contract Requirement 5252-232-9305, "Limitation of Government's Obligation - Time and Materials" the ceiling price of this order for SubCLIN 0001AA and 0003AA is \$73,338.85 of which \$73,338.85 is available and obligated. amount currently funded will support the effort for two months after receipt of order.

6. SECTION I

The following clauses are added to Section I-CONTRACT CLAUSES for this task order

52.217-5 EVALUATION OF OPTIONS (JUL 1990) Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

52.217-8 OPTION TO EXTEND SERVICES (AUG 1989) The Government may require continued performance of any services within the limits and at the rates specified in the Contract. The Contracting Officer may exercise the option by written notice to the Contractor within the period specified in the Schedule.

In accordance with FAR Clause 52.232-22, "Limitation of Funds" (Apr 1984), Section I of the basic contract, the estimated cost of SubCLIN 0004AA is \$13,001.96. The amount presently available and allotted to this cost-reimbursable effort is \$13,001.96. It is contemplated that the funds presently allotted to this SubCLIN will cover the work to be performed for two months after receipt of order.

7. SECTION J

<u>Document</u>	<u>Title and Date</u>	<u>No. of Pages</u>
Atch 1	Statement of Work , dated 21 February 1997, for Acquisition Logistics Support for the AC-130U Gunship Task #2"	7
Atch 2	DOD Contract Security Classification Specification dated 14 March 1997	5
Exhibit A	Contract Data Requirements List (CDRL) dated 12 February 1997	4

STATEMENT OF WORK

Supply Support IPT for AC-130U Gunship

1.0 PURPOSE

Provide acquisition logistics support analyses for the System Support IPT (ASC/LUUL) in the area of Provisioning, Technical Orders, Site Activation and Depot Maintenance Activation.

2.0 SCOPE

This effort includes the gathering, processing and tracking of program data. It involves the functional elements of Supply Support, Technical Data, and Maintenance Planning as identified under paragraph 4.0 of the basic Statement of Work (SOW) for Acquisition Logistics Contract Support. NO ENGINEERING SUPPORT SHALL BE PROVIDED UNDER THIS TASK ORDER BY THE CONTRACTOR.

3.0 RESPONSIBILITIES

The System Support IPT for logistics for the AC-130U Gunship (ASC/LUUL) is responsible for the technical liaison, review, approval and final acceptance of efforts accomplished under this task.

4.0 WORK TO BE ACCOMPLISHED

The contractor shall perform the following tasks in accordance with this task order, the SOW and the contract. The period of performance is 12 months and shall begin on the effective date of contract order award.

4.1 PROVISIONING

The contractor shall provide logistics analysis support tracking, statusing and administration of initial stocks of support items at using organizations and at maintenance and supply activities. In performance of this task the contractor shall consider the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.1.1 Track Provisioning Item Orders (PIOs) to ensure adequate spares support for Test and Evaluation and site activation.

4.1.2 Review and evaluate ECP/CCPs to ensure design change notices to provisioning parts lists and the related supplementary provisioning technical documentation are included.

4.1.3 Assist in the acquisition of technical data necessary to support the competitive procurement of spares.

4.1.4 Evaluate and make recommendations to management on contractor compliance with MIL-STD 965 on maximum use of standard parts and minimized development and use of non-standard parts.

4.2 TO ACQUISITION MANAGEMENT SUPPORT

The contractor shall gather and assimilate contract and related Air Force TO data and provide technical and management support for technical order acquisition functions. Tasks support shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004). **Note: The Contractor shall have sole responsibility for monitoring and providing support as specified in the paragraphs under 4.2 for all work being performed in conjunction with contract F33657-93-D-2182 Task 0008.**

4.2.1 Perform technical evaluations of TOs, and related contractual documents.

4.2.2 Develop and coordinate lists for new or revised/changed TOs in accordance with Air Force directives.

4.2.3 Provide technical support for, and attendance at, TO in-Process Reviews (IPRs), validations/verification meetings, and other technical data related meetings and conferences as directed by the SPO.

4.2.4 Provide TO Library assistance in data research, coordination with other SPO directorates, as well as other agencies, and draft responses to requests for information or problem identification received from other agencies.

4.3 MIP, ECP, CCP AND RETROFIT PROCESSING/TRACKING AND MANAGEMENT SUPPORT

Provide logistics analysis support as required for the tracking, statusing and administration of MIPs, ECPs, CCPs, TCTOs and provide logistics analysis support as required for the tracking, other retrofit actions from initiation within the SPO through final disposition. Analytical and coordination tasks shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-MISC-80508/T, SEQ A004)

4.3.1 Track all retrofit processing from identification of requirements through formal publication and updating resulting from configuration changes.

4.3.2 Review and coordinate actions for planning, scheduling, and work loading of TCTOs and assess TCTO impacts and accomplishments.

4.3.3 Update and provide TCTO status reports as required.

4.3.4 Monitor and process TCTOs including, ITCTOs and Routine Retrofits, AFMC Form 873s and 874s, and other TCTO documentation.

4.3.5 Maintain databases and files for tracking and maintaining management control of retrofit actions.

4.3.6 Review retrofit documentation, (e.g. AFMC Forms 873, 874 AFTO Forms 82, etc.) for accuracy and completeness, for each retrofit action. Correct and/or provide written recommendations on discrepancies.

4.3.7 Track and coordinate review cycle of ECPs and CCPs with offices of primary responsibility (OPR).

4.3.8 Assess impact of proposed ECP/CCPs on the logistics process to include, supportability, reliability, availability, and maintainability.

4.3.9 Provide technical support for telecons, conferences, meetings, and workshops, to coordinate TCTO processing, and proposed changes impact assessment.

4.3.10 Review AFMC Form 873s for TO/TCTO number and Data Code assignment by the appropriate ALC. Provide written documentation on deficiencies.

4.3.11 Review requirements for retrofit CDRs.

4.3.12 Perform technical evaluations of CCPs/ECPs for required data support in accordance with Air Force directives.

4.3.13 Perform analysis and coordination actions in support of the processing of MIPs, ECPs, CCPs, and TCTOs, and preparations for MIP requirements board (MIPRB) and CCB meetings.

4.4 PRELIMINARY TECHNICAL ORDER DISTRIBUTION SUPPORT

The contractor shall accomplish all tasks necessary and provide the materials and services as required to receive, inventory, store, distribute, and maintain a record of distribution transactions for PTOs received from contractors. Analytical and coordination tasks shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.4.1 Receive, inventory, quality check, stock and store PTOs received from contractors and distribute to the appropriate Technical Order Distribution Office in the required quantities.

4.4.2 Provide status briefings and management products to the SPO as required, to present distribution program issues and concerns with recommended solutions.

4.4.3 Package and deliver PTOs for distribution to Air Force or commercial transportation.

4.4.4 Provide a secure area and personnel with appropriate security clearance to process and store classified materials.

4.4.5 Store master and stock copies to be used to fill future requirements and support printing of additional PTO requirements.

4.4.6 Provide a reproduction capability to fill small shortages and replace PTOs lost or damaged in shipment.

4.4.7 Order those additional copies of formal TOs which are necessary to satisfy specified distribution requirements through the appropriate Government Printing Office (GPO).

4.4.8 Prepare print orders and assemble a print package including the reproducible media and labels.

4.4.9 Furnish the print package to the GPO designated agency, along with schedule requirements and shipping instructions.

4.4.10 Coordinate the print package through the appropriate government agencies.

4.4.11 Prepare and maintain record/file documentation for distribution issues. Perform research, investigation and analysis as required and provide recommended corrective actions.

4.4.12 Develop and maintain automated data base applications to manage account requirements, control stock/store inventory, and track distribution center transactions. Receive and resolve PTO shortage and requirement lists for assigned accounts and other PTO users. Receive and resolve inquiries into PTO problems. Establish new PTO accounts with approval of ASC/LUUL. Provide status reports to SPO managers and other agencies as directed.

4.4.13 Receive reproducible masters of formal TOs from contractors and obtain formal requirements and shipping labels from the appropriate ALC. Coordinate with the appropriate GPO for total requirements and distribution. Maintain requirement and distribution data tracking for formal TOs and coordinate with OC-ALC to ensure all required actions are completed. Reproducibles sent to their overflow facility after printing and distribution. The contractor maintains a copy of master reproducibles.

4.4.14 Receive and arrange for reproduction and distribution of 35 and 70 percent IPR, Red Line, and validated copies of Organizational, Intermediate, Depot, and combined Intermediate and Depot (O,I, D and I/D) level PTOs. Distribute the copies to all verification accounts.

4.4.15 Establish and maintain a master library that contains a copy of all distributed TOs.

4.4.16 Receive, inventory, quality check, stock and store Engineering Drawings received from contractors and distribute to the appropriate customer in the required quantities.

4.5 SITE ACTIVATION/DEPOT MAINTENANCE ACTIVATION

Provide Site Activation/Depot Maintenance Activation support for accomplishing analyses, writing reports, recommending corrective actions or performing related tasks that provide management the capability to establish maintenance support concepts, plans and requirements for the depot maintenance to be performed during the life of the system. In performance of this task the contractor shall consider the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.5.1 Compile and generate a site activation task force (staff) master and site delivery schedule which identifies all contractor furnished equipment (CFE) on order.

4.5.2 Analyze SATAF data and provide recommendations on events, resources, and schedule required to place an operational site on active status in it's mission.

4.5.3 Provide logistics technical guidance and support to the program manager in the areas of maintenance, supply, support equipment, transportation, packaging, material handling, metrology, technical data, and participate in the site inventories before all systems and equipment are transferred to the using command.

4.5.4 Participate in on-site systems and equipment tests, demonstrations, and evaluations to determine operational capability and validate supportability.

4.5.5 Maintain designated computer systems that support the input, processing and retrieval of specific CFE.

4.5.6 Perform the depot maintenance source of repair decision tree analysis and assist in the interservice screening decisions for end item and complex support equipment.

4.5.7 Review specifications, plans, contract data requirements lists (CDRLs), engineering change proposals (ECPs), contract change proposals (CCPs) to identify impacts on maintenance planning and established organic maintenance capability.

4.5.8 Analyze and assess the overall maintenance support requirements for technical orders, support equipment, provisioning, training and facilities.

4.5.9 Perform analyses on all applicable Air Force and Special Operations Forces maintenance practices and procedures. This task shall consider both home base, forwarding and mobility requirements.

4.5.10 Perform analyses on use of common support equipment and/or modifying existing support or handling equipment.

4.5.11 Assist in the coordination of all maintenance planning activities related to field support.

4.5.12 Assist in the preparing of presentation and briefing materials. This shall include the compiling of background information, writing information briefs, preparing talking papers and providing backup information.

4.5.13 Identify and track software development efforts including size, complexity and interface requirements for each depot reparable.

4.5.14 Develop and maintain an integrated data base that tracks by depot reparable the logistics elements required to establish the organic depot capability for the item.

4.6 TO LIBRARY MANAGEMENT SUPPORT

The contractor shall gather and assimilate contract and related Air Force TO data, and provide technical and management support for technical order library functions. Tasks support shall include the following subparagraphs, (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.6.1 Perform actions necessary to update and maintain the SOF SPO portion of the current master TO library in YDL including the filing, updating and maintenance of all CV-22, Combat Talon, and Gunship PTOs and formal TOs.

4.6.2 Update and maintain the complete TO acquisition historical six part folders for CV-22, Combat Talon and the Gunship technical orders.

4.6.3 Update and maintain the AFTO Form 110 and AFTO Form 4/files for CV-22, Combat Talon and Gunship technical orders.

4.6.4 Provide TO assistance in data research, coordination with other SPO directorates, as well as other agencies, and draft responses to requests for information or problem identification received from other agencies.

4.6.5 Perform any and all on the job training (OJT) associated with SOF SPO personnel assigned to or utilizing the technical order library.

4.7 REVIEW PARTICIPATION

The contractor shall interface as required with Air Force organizations (AFMC, ASC, other ALCs, Air Training Command (ATC) and Using Commands), contractors, and other Air Force designated personnel. Participation in reviews and other meetings may be required to support this task order. As required prepare trip reports, meeting minutes, and document and monitor the completion of action items. The contractor shall also support and attend the following types of meetings:

- Program Management Reviews
- Integrated Logistics Support Management Meetings
- Support Equipment Reviews
- Technical Coordination Meetings
- Technical Interchange Meetings
- SATAF Meetings
- Depot Maintenance Activation Working Group Meetings
- In-Process Reviews
- Validation/Verifications
- Technical Order Review Boards
- CCB Meetings
- TO Reviews

Presentations and presentation materials will be prepared as required. ((DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002)

4.6 TRAVEL REQUIREMENTS

The contractor shall travel to USAF bases, other contractor's plants and other locations to be designated by the Deputy Program Manager for Logistics during the period of performance. Travel is anticipated to require one trip every three weeks at an average of 5 days per week. Travel will be accomplished only when requested and authorized by the government. All travel shall be on a cost reimbursement basis and travel arrangements shall be accomplished by the contractor. (DI-MGMT-31373/T, SEQ A001)

5.0 REPORTS AND OTHER DELIVERABLES

All data/reports and deliverables shall be delivered in accordance with the Contract Data Requirements List (CDRL) DD Forms 1423. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-ADMIN-80447, SEQ A003; DI-MISC-80508/T, SEQ A004)

6.0 GENERAL INFORMATION

6.1 WORK LOCATION

Accomplishment of tasks required by this task order shall be at the Logistics Squadron Contractors local office, at Wright-Patterson Air Force Base, OH and at various contractor and Air Force facilities throughout the Continental United States (CONUS). All administrative/personnel support shall be the responsibility of the contractor.

6.2 CONTRACTOR RELATIONSHIP/SUPERVISION

Performance of this task order required interface with military and civilian (DoD personnel, as well as contractor personnel. In interaction and dealings with system contractors/subcontractors, the contractor shall perform work for investigation purposes only. Contractor personnel shall not provide direction or otherwise interject themselves into government/system contractor/subcontractor relationships. Contractor personnel shall not be under the direct supervision of Air Force personnel.

6.3 SECURITY

Contractor personnel supporting this task shall require a Secret security clearance. The contractor shall comply with all appropriate security regulations in handling classified material.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION				1. CLEARANCE AND SAFEGUARDING	
<i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				a. FACILITY CLEARANCE REQUIRED SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED SECRET	
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>			3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>		
<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER F33657-97-D-2008/0008 Exp Date: 1 Nov 01		<input checked="" type="checkbox"/>	a. ORIGINAL <i>(Complete date in all cases)</i> Date (YYMMDD) 970314	
	b. SUBCONTRACT NUMBER			b. REVISED <i>(Supersedes all previous specs)</i>	Revision No. Date (YYMMDD)
	c. SOLICITATION OR OTHER NUMBER	DUE Date (YYMMDD)		c. FINAL <i>(Complete item 5 in all cases)</i> Date (YYMMDD)	
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under _____ <i>(Preceding Contract Number)</i> is transferred to this follow-on contract					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____					
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>					
a. NAME, ADDRESS, AND ZIP CODE HJ Ford Associates 2490 Presidential Dr., Suite 250 Fairborn OH 454324		b. CAGE CODE OKJH3	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> Northeast Region, DIS Mid-Atlantic Sector Kings Highway North Cherry Hill NJ 08034		
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE N/A		b. CAGE CODE N/A	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> N/A		
8. ACTUAL PERFORMANCE					
a. LOCATION N/A		b. CAGE CODE N/A	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> N/A		
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Acquisition Logistic Support and Functional Manpower Support Services.					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:					
	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		YES
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		<input checked="" type="checkbox"/>
b. RESTRICTED DATA		<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA		<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION		<input checked="" type="checkbox"/>	e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)		<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		<input checked="" type="checkbox"/>
(2) Non-SCI		<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION		<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT		<input checked="" type="checkbox"/>
g. NATO INFORMATION		<input checked="" type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS		<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION		<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION		<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>		l. OTHER <i>(Specify)</i> Notification of Government Security Activity Required		<input checked="" type="checkbox"/>
k. OTHER <i>(Specify)</i>					

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release

☐ Direct ☒ Through (Specify):

ASC/PA, 1865 Fourth Street, Suite 15, Wright-Patterson OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete guidance.)

- a. Ref Blk 10j: FOUO applies. See addendum.
- b. Ref Blk 11c: Any classified information generated in the performance of this contract shall require the contractor to either apply derivative classification and markings consistent with the source material, or be governed by the following Security classification Guide (SCG): AC-130U Gunship Program SCG dated 1 Jul 91. The National Industrial Security Program Operating Manual (NISPOM), Jan 95 applies. Classification, declassification and markings will be in accordance with E.O. 12958.
- c. Ref Blk 11i: TEMPEST requirements apply. See addendum.
- d. Program Manager: Capt Johnson, ASC/LUN, 2275 D St., STE 16, WPAFB OH 45433-7233 or (937) 255-1879.

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed)

☐ Yes ☒ No

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☒ Yes ☐ No

ASC/SYSIC will provide security oversight of work performed at ASC/LUN, Wright-Patterson AFB OH 45433-7233.

16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL
Margaret Yarrington

b. TITLE
Contracting Officer

c. TELEPHONE (Include Area Code)
(937) 255-

d. ADDRESS (Include Zip Code)
ASC/CDSK
Wright-Patterson AFB OH 45433

e. SIGNATURE

Margaret Yarrington

ASC/SYS
COORDINATION
PC-ONLY

17. **REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR
- ☐ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☐ e. ADMINISTRATION CONTRACTING OFFICER
- ☒ f. OTHERS AS NECESSARY ASC/SYSIC

18 Mar 97 SM

**EMISSION SECURITY (EMSEC) REQUIREMENTS
(FORMERLY TEMPEST REQUIREMENTS)
FOR CLASSIFIED PROCESSING**

1. The contractor shall provide vulnerability assessment data to the contracting officer in the form of an EMSEC Security Assessment (ESA). The reply should provide specific responses to the areas covered in paragraphs A through C depending on level of classified processing. A contractor's Standard Security Plan is unacceptable as a "stand-alone" response. This information will be used to complete the ESA of the contractor's facility, to be performed by the government EMSEC professional IAW Air Force EMSEC directives.
2. When any of the information required in paragraphs A through C below changes (such as location or classification level), the contractor shall notify the contracting officer of the changes so a new ESA may be accomplished. The contractor shall submit to the Program Management Office (PMO) a new ESA, identifying the new configuration, at least thirty (30) days before the changes occur; the contractor shall not commence classified processing in the new configuration until receiving approval to do so from the contracting officer.

A. SYSTEM DESCRIPTION

(1) **SYSTEM/FACILITY:** Full name and address of company submitting request and RFP/contract number and duration. Also provide a brief title identifying the overall system or facility (e.g., XYZ Missile word processing system, ABC aircraft interactive graphics system, etc).

(2) **LOCATION:** Identify the address (including city, state, zip code, facility, building and room number) where the system or facility is located. Further identify any other contractor/company/agency located within 200 meters of the facility (building, room or office where classified processing is taking place.)

B. RESPONSIBLE PERSONNEL:

(1) **SECURITY OFFICE/MANAGER:** Provide name, title, office symbol, and telephone number. Include the same for the company appointed EMSEC Authority, if applicable.

(2) **SYSTEM CUSTODIAN:** If different from above, provide name, title, office symbol and telephone number.

C. OPERATIONAL RISK: Identify the highest level of classified processing.

**FOR PROCESSING INFORMATION
CLASSIFIED TOP SECRET**

3. The following additional information is required for **Top Secret** information.

A. **OPERATIONAL RISK (CONT):** Further identify classified processing levels by estimated hours per day/month for each level, and a percentage of total material processed (e.g., 10% Top Secret; 55% Secret; 20% Confidential; 15% unclassified) for each level.

B. **TECHNICAL RISK:**

(1) **Red/Black Installation:** Describe what measures have been taken to comply with Red/Black separation/installation criteria of AFSSM 7011. Have processors processing Top Secret information been installed IAW Red/Black criteria? Was Red/Black criteria implemented during the facility design/construction/modification? If so, provide details.

(2) **Physical Control Space:** Identify the radius, in meters of the Physical Control Space (PCS) available around the system, equipment or facility. Describe the barriers, doors, fences, walls, etc., that define the PCS. Describe the control exercised over the PCS during duty and non-duty hours. Describe other factors which contribute to control such as visitor procedures, escort requirements, searches of personnel and/or vehicles, etc.

(3) **PCS Breaches:** Identify the type and location relative to the system of any unfiltered telephone or communications lines, underground or unfiltered power lines, conduit, heating and air conditioning, water pipes, etc., that transgress the established PCS.

(4) **Building Construction:** Describe the building in which the system is housed, e.g., concrete block walls, aluminum doors, no window, etc.

(5) **Equipment:** List the manufacturer and exact model number, nomenclature (terminal, disk drive, video system, etc) and quantity of each piece of equipment involved in classified processing. Do not provide a complete inventory of all the company's processing equipment.

4. EMSEC is applied on a case-by-case basis and further information may be required to complete the ESA; should this be the case, the contractor shall provide this information to the contracting officer when requested.

5. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. They will provide the above documentation through their prime to the contracting officer to complete the ESA.

6. Classified processing shall not be done until the EMSEC approval is provided by the contracting officer and the AIS procedures have been approved by the Defense Investigative Service (DIS).

FOR OFFICIAL USE ONLY

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING:** Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.

2. **MARKING:**

a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any).

b. In a classified document, mark:

- An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.

- The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.

- "FOUO" at the bottom of each page that has FOUO but not classified..

- If a classified document also contains FOUO information or if the classified material become FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: "NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release.

c. Mark other records, such as computer print outs, photographs, films, tapes, or slide "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.

e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.

f. Any FOUO material released to a contractor by a DOD User Agency must have the following statement on the front page or cover: **THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER THE FREEDOM OF INFORMATION ACT. EXEMPTION(S) _____ APPLY.**

3. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when internal building security is provided. When there is not internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.

4. **TRANSMISSION:** FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other DSN teletype lines without encryption.

5. **RELEASE:** FOUO information shall not be released outside the contractor's facility except to representatives of the DOD.

6. **DESTRUCTION:** When no longer needed, FOUO information may be disposed of by an method which will preclude its disclosure to unauthorized individuals.

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)										Form Approved OMB No. 0704-0188		
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (01704-0188), Washington DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.												
A. CONTRACT LINE ITEM NO. 0002			B. EXHIBIT A		C. CATEGORY: TDP TM OTHER A							
D. SYSTEM / ITEM ACQ LOG SUP - SOF SPO (GUNSHIP)			E. CONTRACT / PR NO. F33657-97-D-2008				F. CONTRACTOR HJ Ford					
1. DATA ITEM NO. A0001		2. TITLE OF DATA ITEM PRESENTATION MATERIAL					3. SUBTITLE BRIEFINGS AND VU-GRAPHS					
4. AUTHORITY (Data Acquisition Document No) DI-ADMN-81373				5. CONTRACT REFERENCE SEE BLK 16				6. REQUIRING OFFICE ASCLUUL				
7. DD 250 REQ LT		9. DIST STATEMENT REQUIRED		10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION BLK 16		14. DISTRIBUTION				
8. APP CODE N		D		11. AS OF DATE BLK 16		13. DATE OF SUBSEQUENT SUBMISSION BLK 16		a. ADDRESSEE		b. COPIES		
BLK 4: Data Item Description DI-D-3024a is being tailored as follows: Contractor Format is acceptable. BLK 5: Task Order Paras: 4 BLK 10, 11 & 13: To be delivered as required. BLK 12: Submittal dates are to be as requested at time of tasking.								ASCLUUL		0	1	0
								ASCLUUC		LT ONLY		
15. TOTAL								000		001	000	
G. PREPARED BY LT COL FREDERICK D. KELLER CHIEF, ACQUISITION AND LOGISTICS ASCLUUL				H. DATE 12 Feb 97		I. APPROVED BY Frederick D. Keller				J. DATE		

17. PriceGroup
18. Estimated Total Price

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)										Form Approved OMB No. 0704-0188					
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (01704-0188), Washington DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government issuing Contracting Officer for the Contract/PR No. listed in Block E.															
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D. SYSTEM / ITEM ACQ LOG SUP - SOF SPO (GUNSHIP)			E. CONTRACT / PR NO. F33657-97-D-2008				F. CONTRACTOR HJ Ford								
1. DATA ITEM NO. A0003		2. TITLE OF DATA ITEM CONTRACT SUMMARY REPORT					3. SUBTITLE FINAL REPORT								
4. AUTHORITY (Data Acquisition Document No) DI-ADMN-80447				5. CONTRACT REFERENCE TASK ORDER PARA 5.0				6. REQUIRING OFFICE ASC/LUUL							
7. DD 250 REQ DD		9. DIST STATEMENT REQUIRED		10. FREQUENCY OTIME		12. DATE OF FIRST SUBMISSION BLK 16		14. DISTRIBUTION							
8. APP CODE N		D		11. AS OF DATE BLK 16		13. DATE OF SUBSEQUENT SUBMISSION BLK 16		a. ADDRESSEE		b. COPIES					
										Draft		Final			
										Reg		Repro			
BLK 4: Contractor format acceptable. BLK 11, 12 & 13: Draft due 30 days prior to the end of order. Government comments due 15 days prior to end of order. Final reports due at completion of task order.								ASC/LUUL		0		1		0	
								ASC/CDSY		0		1		0	
								ASC/LUUC		LT ONLY					
								15. TOTAL							
G. PREPARED BY LT COL FREDERICK D. KELLER CHIEF, ACQUISITION AND LOGISTICS ASC/LUL				H. DATE 12 Feb 97		I. APPROVED BY Frederick D. Keller				J. DATE					

17. PriceGroup
18. Estimated Total Price

